

SWAMI SAHAJANAND GROUP OF COLLEGES
SWAMI SAHAJANAND COLLEGE OF COMMERCE & MANAGEMENT
(Affiliated to Maharaja Krishnakumarsinhji Bhavnagar University)



Success...Nothing Less...

AQAR- 2017-18

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Maintenance of Campus Facilities:

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities-laboratory, library, sports complex, computers, classrooms etc.

➤ SSCCM is located in the ISCON Mega City, Bhavnagar. The Campus officer is assigned their responsibility providing and maintaining the campus. It includes all the common amenities and support systems such as road/ parking, water, electricity, power back-up, internet, sanitation and green initiatives, sports ground, cultural centre, students' activity centre and securities.

Student activity centre is a facility available wherein indoor games are made available such as chess, carom, and yoga centre and other. The waste management, gardening is outsourced to some external agencies which help to provide the clean and green ambience of the campus. The equipment, instruments and appliances involved in the teaching-learning process require a continuous maintenance and repair.

➤ **Advanced equipment:** The Advanced and Expensive Equipment are maintained by Annual Maintenance Contract (AMC).

➤ **ICT tool:** The computers are monitored and maintained time-to-time. All computers and peripherals are checked by respective technical assistant for any problem. The software updates and ICT tool and internet related problems are resolved from the respective service providers.

Maintenance of Infrastructure:

The infrastructure maintenance which includes civil, plumbing, electrical, furniture repair and other is done by Campus Officer as and when required.

➤ The Library-

The Library holdings consisting of books and journals require a separate treatment and maintenance including binding. These services are outsourced to the specified agencies. The stock verification is done as a part of regular maintenance. We have the Online Public Access Catalogue (OPAC) which is easier to find any books/ catalogue.

➤ Classrooms, seminar hall-

Our College have classrooms, seminar hall and staff room. Classrooms and seminar hall are provided with sufficient sitting capacity, LCD with necessary software.

➤ Drinking water-

The quality of drinking water is tested time-to-time. The fire extinguishers are refilled timely. Overhead water tanks are cleaned by Estate Office periodically.



Dr. Hetal Mehta

Principal